



Office of the President
NATIONAL HOUSING AUTHORITY



October 21, 2021

BID BULLETIN NO. 1

Pursuant to section 8.4.3 of the 2016 Revised IRR which states that *“The Supplemental/ Bid Bulletins mentioned in the immediately preceding Subsection as well as all other notices to be made by the BAC to the bidder or prospective bidders shall be posted in the PhilGEPS bulletin board and sent electronically to the e-mail address indicated in the bidder’s registration”*.

This addendum is issued to modify or amend items in the Bidding Documents particularly the Eligibility Data Sheet (EDS). This amendment shall form an integral part of the Bidding Documents of the following contract:

Ref. No.	PROJECT/S	ABC/ Source of Funds (₱)	Duration (c.d.)	Work Description
NCRSS-CONS-2021-10-142	Individual Titling Works for Sitio Maligaya, Sitio Puyat Compound, Sitio San Juan, and Sitio Sta. Rita Housing Projects, Parañaque City, Metro Manila	1,829,030.00 <i>Corporate Receipts</i>	100	Individual Titling Works

Amendment No. 1 – CORRECTION IN THE ABC SPECIFIED ON THE EDS

Ref. No.	PROJECT/S	Old ABC (₱)	New ABC (₱)
NCRSS-CONS-2021-10-142	Individual Titling Works for Sitio Maligaya, Sitio Puyat Compound, Sitio San Juan, and Sitio Sta. Rita Housing Projects, Parañaque City, Metro Manila	3,936,422.00	1,829,030.00

Correction in the ABC for the above-cited project specified on the prescribed EDS was made due to typographical error.

Amendment No. 2 – REQUIRED LIST OF MINIMUM MANPOWER AND EQUIPMENT


Minimum Manpower Requirement

PRESCRIBED	AMENDED
1- Supervisor Geodetic Engineer	1- Team Leader Geodetic Engineer
1- Team Leader Geodetic Engineer	1- Researcher
1- Instrument Man	1- Data Encoder
3- Survey Aides	-
1- Data Encoder	-

Minimum Equipment Requirement

PRESCRIBED	AMENDED
1 set - Tape and Rod	<i>No equipment required.</i>
1 set - Global Positioning System (GPS)	
1 set - Total Station Instrument with complete set of accessories (minimum of 2 mounted prism with rod, etc.)	

For guidance and information of all concerned unit and prospective bidders.



ROMMEL R. TRINIDAD
Chairperson, ROBAC – NCR South Sector
District Manager, NCR South District 2

Eligibility Data Sheet

ED Clause	<p>The clauses herein stated correspond to the clauses of Section II. Eligibility Documents (ED).</p> <p>The amendments or specific instructions/details in Section II. Eligibility Documents (ED) are made in the Eligibility Data Sheet (EDS). The conditions of EDS qualify the ED. The provisions of EDS shall prevail over the ED.</p>										
1.2	<p>The identification of the Project is:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 15%;">Ref. No.</th> <th style="width: 5%;"></th> <th style="width: 55%;">Name of Project</th> <th style="width: 5%;"></th> <th style="width: 20%;">ABC</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">NCRSS- CONS- 2021- 10-142</td> <td style="text-align: center;">-</td> <td style="text-align: center;">Individual Titling Works for Sitio Maligaya, Sitio Puyat Compound, Sitio San Juan, and Sitio Sta. Rita Housing Projects, Parañaque City, Metro Manila</td> <td style="text-align: center;">-</td> <td style="text-align: center;">₱1,829,030.00</td> </tr> </tbody> </table> <p>The types and fields of Consulting Services that will be performed in relation to the project are:</p> <p style="margin-left: 40px;">a) Individual Titling Works</p> <p>The appropriate GOP regulatory body is the Philippine Regulatory Commission (PRC) for Geodetic Engineers of the Philippines.</p>	Ref. No.		Name of Project		ABC	NCRSS- CONS- 2021- 10-142	-	Individual Titling Works for Sitio Maligaya, Sitio Puyat Compound, Sitio San Juan, and Sitio Sta. Rita Housing Projects, Parañaque City, Metro Manila	-	₱1,829,030.00
Ref. No.		Name of Project		ABC							
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1.3	No further instructions.										
(i)	No additional Requirements.										
(iii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within the last five (5) years prior to the deadline for the submission and receipt of eligibility documents.										
(iii.7)	The bidder must submit Certificate of Completion and Acceptance for completed projects issued by the project owners/clients to show proof of satisfactory completion of completed contracts.										
2.1	<p>TABS OR EARS must be provided for easier checking of documents. ROBAC will not assume responsibility for misplaced and premature opening of the bid for bids that are not properly sealed and marked.</p> <p>The following eligibility requirements, together with the Eligibility Documents Submission Form (see attached), shall be submitted on or before the date of the eligibility check.</p> <p>BIDDERS SHOULD USE ALL NHA PRESCRIBED FORMS IN THE PREPARATION/ SUBMISSION OF BIDS.</p> <p>ELIGIBILITY DOCUMENTS - To be submitted in one (1) original and two (2) copies:</p> <p>The Class “A” Eligibility Documents may still be submitted, or a combination thereof in case any of the earlier uploaded Class “A” Eligibility Documents has expired.</p>										

1. Class "A" Documents:

Legal Documents

- a) **PhilGEPS Certificate of Registration and Membership** in accordance with Section 8.5.2 of IRR of RA 9184 if already registered in the PhilGEPS under **Platinum Membership** category.
- b) Registration Certificate from the Securities and Exchange Commission (**SEC**) including Articles of Incorporation and Amendments, Department of Trade and Industry (**DTI**) for sole proprietorship, or Cooperative Development Authority (**CDA**) for cooperatives.
- c) Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located or equivalent document for Exclusive Economic Zone or Areas supported by an **Official Receipt (OR)** evidencing payment for the latest applicable quarter or year (**Must be paid up to 4th Quarter of 2021**)
- d) Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;

Technical Documents

- e) Statement of the prospective bidder of all its **COMPLETED** Government and private contracts, whether similar or not similar in nature and complexity to the contract to be bid, within the last five (5) years. The statement shall include, for each contract, the following (**SF-CONS-15A**):

(i)	The name and location of the contract
(ii)	Date of award of the contract
(iii)	Type and brief description of consulting services
(iv)	Contractor's role (whether main consultant, subcontractor or partner in a JV) and percentage of participation
(v)	Amount of contract
(vi)	Contract duration
(vii)	Certificate of Owner's Acceptance or Certificate of Satisfactory Completion

- f) Statement of the prospective bidder of all its **ON-GOING** government and private contracts, including contracts awarded but not yet started, whether similar or not similar in nature and complexity to the contract to be bid. The statement shall include, for each contract, the following (**SF-CONS-15B**):

(i)	The name and location of the contract
(ii)	Date of award of the contract
(iii)	Type and brief description of consulting services
(iv)	Contractor's role (whether main consultant, subcontractor or partner in a JV) and percentage of participation
(v)	Amount of contract
(vi)	Contract duration

(vii)	The statement shall be supported by Contract of Agreement, Notices of Award (NOA) and/or Notices to Proceed (NTP) issued by the owners
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g) Statement of the consultant specifying its nationality (**SF-CONS-20**) and confirming that the following personnel who will actually perform the services are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2 (**SF-CONS-18**) and commitment to employ the same for the project with the following minimum required experience, education and training of proposed professional staff (**SF-CONS-19**) supported by their **respective curriculum vitae**:

Minimum Manpower Requirement (SF-CONS-17):

Qty.	Professional Staff	Required Experience
1	Team Leader Geodetic Engineer	-With at least 5 years of experience on survey/ titling works
1	Researcher	-With at least 2s years of experience on survey/ titling works
1	Data Encoder	-With at least 1 year of experience on survey/ titling works

The bidder shall be evaluated based on their capability to undertake the project in relation to its on-going works and availability of sufficient equipment to undertake the on-going projects, not yet awarded projects and the project under bidding.

Financial Documents

h) Audited Financial Statements - these include **Independent Auditor’s Report (In my Opinion), Income Tax Return (ITR), Balance Sheet and Income Statement for the Year 2020**, showing, among others, the prospective total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year.

2. Class “B” Document

Valid joint venture agreement (JVA), in case a joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential JV partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be included in the bid. Failure to enter into a JV in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the JV shall submit the legal eligibility documents. The submission of technical and financial documents by any of the JV partners constitutes compliance.

4.2 Each prospective bidder shall submit **one (1) original** and **two (2) copies** of its eligibility documents.

4.3(c) The eligibility documents shall be addressed to the Procuring Entity:

LUIS S. BACAMANTE
Officer-in-Charge, NCR South Sector

Attention to:
ENGR. ROMMEL R. TRINIDAD
Chairperson, ROBAC – NCR South Sector Office
District Manager, Muntinlupa/Taguig/Pateros/Makati City District Office

	NATIONAL HOUSING AUTHORITY Mindanao Avenue, Brgy. Maharlika, Taguig City Tel. Nos. 8837-1227/ 8838-4183
4.3(d)	The identification of the Project is: <u>Ref. No. NCRSS-CONS-2021-10-142:</u> INDIVIDUAL TITLING WORKS FOR SITIO MALIGAYA, SITIO PUYAT COMPOUND, SITIO SAN JUAN, AND SITIO STA. RITA HOUSING PROJECTS, PARAÑAQUE CITY, METRO MANILA
5 & 8.1	The place for the Submission and Opening of Eligibility Documents is: ROBAC Secretariat Office, NCR South District 2 Office, Mindanao Avenue, Brgy. Maharlika, Taguig City The deadline for Submission of Eligibility Documents is on or before October 26, 2021 (Tuesday), not later than 10:00 a.m. (or as stated in the Request for Expression of Interest or Bid Bulletin, if applicable).
9.1	Similar contracts are those projects that have similar scope of works to the project under consideration detailed in Clause 1.2.
9.2	The Detailed Set of Criteria and Rating System to be used by NHA for Shortlisting of Consultants is: a) Applicable experience of the consultant and associates in case of joint ventures, considering both the overall experiences of the firm and the individual experiences of the principal and key staff including the times when employed by other consultants – 50% b) Qualification of personnel who may be assigned to the job vis-à-vis extent and complexity of the undertaking – 30% c) Current workload relative to job capacity – 20% Note: Minimum passing rate to qualify is 60%